

To request a Time Extension (TE) or Alternative Diversion Requirement (ADR), please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

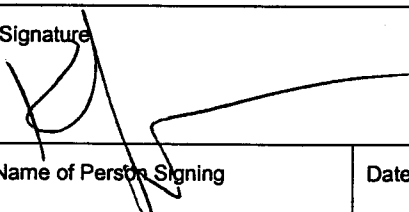
Mail completed documents to:

California Integrated Waste Management Board  
Office of Local Assistance, (MS 25)  
1001 I Street  
PO Box 4025  
Sacramento CA 95812-4025

### General Instructions:

For a Time Extension complete Sections I, II, III-A, IV-A, and V.

For an Alternative Diversion Requirement complete Sections I, II, III-B, IV-B and V.

<b>Section I: Jurisdiction Information and Certification</b> <i>All respondents must complete this section.</i>			
I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:			
Jurisdiction Name  City of Ontario		County  San Bernardino	
Authorized Signature 		Title  Director of Public Works/Community Services	
Type/Print Name of Person Signing  Kenneth L. Jeske	Date  1/10/2005	Phone  (909) 395-2600	
Person Completing This Form (please print or type)  Michelle Nicholls SCS Engineers		Title  Consultant	
Phone  (562)426-9544	E-mail Address  mnicholls@scsengineers.com		Fax  (562)427-0805
Mailing Address  1425 S. Bon View	City  Ontario	State  CA	ZIP Code  91761

## Section II: Cover Sheet

**This cover sheet is to be completed for each Time Extension (TE) or Alternative Diversion Requirement (ADR) requested.**

### 1. Eligibility

Has your jurisdiction filed its Source Reduction and Recycling Element, Household Hazardous Waste Element, and Nondisposal Facility Element with the Board (must have been filed by July 1, 1998 if you are requesting an ADR)?

☐ No. If no, stop; not eligible for a TE or ADR.

☒ Yes. If yes, then eligible for a TE or ADR.

### 2. Specific Request and Length of Request

Please specify the request desired.

☒ **Time Extension Request**

Specific years requested \_\_\_\_\_

Is this a second request? ☐ No ☒ Yes Specific years requested. 2004, 2005

(Note: Requests for an additional extension will need to address why the jurisdiction's efforts to meet the 50% goal by the end of the first extension were not successful.)

☐ **Alternative Diversion Requirement Request (Not allowed for Regional Agencies).**

Specific ADR requested \_ \_\_\_\_\_ %, for the years \_ \_\_\_\_\_.

Is this a second ADR request? ☐ No ☐ Yes Specific ADR requested \_ \_\_\_\_\_ %, for the years \_ \_\_\_\_\_.

(Note: Requests for an additional ADR will need to address why the jurisdiction's efforts to meet 50% by the end of the first ADR period were not successful.)

**Note:** Extensions may be requested anytime by a jurisdiction, but will only be effective in the years from January 1, 2000 to January 1, 2006. An original request for a TE/ADR may be granted for any period up to three years and subsequent requests for TE/ADR may extend the original request or be based on new circumstances but the total number of years for all requests cannot total more than five years or extend beyond January 1, 2006.

### **Section IIIA: TIME EXTENSION**

**Within this section, discuss your jurisdiction's progress in implementing diversion programs that were planned to achieve 50%. Provide any additional information that demonstrates "good faith effort." The CIWMB shall determine your jurisdiction's progress in demonstrating "good faith effort" towards complying with AB 939. Note: The answers to each question should be comprehensive and provide specific details regarding the jurisdiction's situation.**

*Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., IIIA-1).*

- 1. Why does your jurisdiction need more time to meet the 50% goal? Describe why SRRE selected programs did not achieve 50% diversion. Identify barriers to meeting the 50% goal and briefly indicate how they will be overcome.**

See Attachment – IIIA-1

- 2. Why does your jurisdiction need the amount of time requested? Describe any relevant circumstances in the jurisdiction that contribute to the need for a Time Extension.**

See Attachment – IIIA-2

- 3. Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.**

See Attachment – IIIA-3

- 4. Provide any additional relevant information that supports the request.**

See Attachment – IIIA-4

**Section IIIB: ALTERNATIVE DIVERSION REQUIREMENT**

**Within this section, discuss your jurisdiction's progress in implementing diversion programs that were planned to achieve 50%. Provide any additional information that demonstrates "good faith effort." The CIWMB shall determine your jurisdiction's efforts in demonstrating "good faith effort" towards complying with AB 939. Note: The answers to each question should be comprehensive and provide specific details regarding the jurisdiction's situation.**

*Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., IIIB-1.).*

**1. Why does your jurisdiction need and Alternative Diversion Requirement? Describe why SRRE selected programs did not achieve 50% diversion. Identify barriers to meeting the 50% goal and briefly indicate how they will be overcome.**

N/A - Filing for a time extension request.

**2. Why is your jurisdiction requesting an Alternative Diversion Requirement in lieu of a Time Extension?**

N/A - Filing for a time extension request.

**3. Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.**

N/A - Filing for a time extension request.

**4. Describe any relevant circumstances in the jurisdiction that contribute to the need for an ADR. Provide any relevant information that supports the request.**

N/A - Filing for a time extension request.

## Section IV A: PLAN OF CORRECTION

**A Plan of Correction is required by PRC Section 41820(a)(6)(B). The plan is fundamentally a description of the actions the jurisdiction will take to meet the 50% goal by the expiration of the Time Extension.**

*Attach additional sheets if necessary.*

Residential %		27	Non-residential %		73
PROGRAM TYPE Please use the Board's Program Types. The Program Glossary is online at: <a href="http://www.ciwmb.ca.gov/LGCentral/PARIS/Codes/Reduce.htm">www.ciwmb.ca.gov/LGCentral/PARIS/Codes/Reduce.htm</a>	NEW or EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
2030-RC-OSP Commercial Recycling	EXPAND	<p>Complete business waste audits and provide technical assistance to businesses to obtain the correct level of service, including the addition of commingled recycling. The City has contracted a full-time employee who began waste audits in November 2004. This employee has been hired permanently by the City</p> <p>Incorporate the Commercial Select program into the commingled program.</p> <p>Increase the number of commingled recycling service customers in the City through increased targeted outreach to specific businesses. The City may consider a wet/dry route in the future, depending on recovery market conditions, and addition of e-waste recycling for the commercial sector.</p> <p>Provide additional services to commercial sector through additional economic incentives, such as grants to purchase recycling equipment (balers, etc), free bins for "Clean your Files Day" events.</p>	Waste Collection Fees	ongoing	2% additional
2090-RC-OTH Public Venue Recycling	NEW	<p>Work with convention center, airport and private recyclers to formalize recycling programs and provide program reporting to City. These programs will focus on onsite pickup of commingled recyclables, particularly paper products and beverage containers. Special vendor move-in/move-out procedures will be implemented to recycle trade show waste from exhibit halls. It may be possible to implement a food waste diversion program as well, depending on the composting market.</p> <p>Work with neighboring City that hosts a local auto racing track to promote recycling at the restaurants and hotels that are used during race events. This will include implementation of onsite collection of commingled recyclables at these locations.</p>	Special Fund	2005	1% additional
3020-CM-COG Street Sweeping Diversion	EXPAND	Modify contract with street sweeping company to send all material to local MRF for processing, and require monthly reports of diverted tonnage.	Special Fund	2004	.5% additional
3020-CM-COG Commercial On-Site Greenwaste Pick-Up	EXPAND	Provide additional bin sizes for collection services and modify rate structure so that recycling is much less expensive than refuse service. Work with property managers and landscapers to use service and keep greenwaste out of refuse bins.	City Refuse Collection Fees	2005	1.5% additional

4050-SP-WDW Wood Waste	EXPAND	The majority of the market for this program consists of manufacturers located in the City. A list of businesses who potentially have wood waste and sawdust to divert continue to be contacted to take advantage of reduced collection fees through City recycling program.	City Refuse Collection Fees	2005	1% additional
6020-PI-ORD CDI Ordinance	NEW	<p>Enforce CDI diversion ordinance that was passed in 2003. All projects over \$100,000 in value and all re-roofing projects are required to divert at least 50% of waste generated from the project. Permit applicant is required to prepare a waste management plan and submit documentation verifying diversion activities from project. Projects not covered under the ordinance are still encouraged to divert as much as possible and recycling information is handed to all permit applicants.</p> <p>City is currently working out a contract to establish a special reduced rate for Ontario inert material with the local inert recycling facility.</p> <p>Training will be conducted with the building/housing department staff, and Public Works staff will establish and maintain a database to track the quantities of materials diverted from projects.</p> <p>A comprehensive C&amp;D recycling booklet will be made available in Q1 2005 for all project applicants.</p> <p>All City projects are required to divert at least 50% of waste generated from the project. This continued practice has huge potential with the current and continued expansion of the Public Works Agency. The compounded results will produce a significant decrease in disposal amounts.</p> <p>The amount of recycled C&amp;D has increased over 100 tons per month in 2004 from the previous year. With the support and enforcement of ordinance, we plan to divert an additional 650 tons/months.</p>	Waste Collection Fees	2005	2%
		<b>Total Estimated Diversion Percent From New and/or Expanded Programs</b>			8%
		<b>Current Diversion Rate Percent From Latest Annual Report</b>			45%
		<b>Total Planned Diversion Percent Estimated</b>			53%

PROGRAMS SUPPORTING DIVERSION ACTIVITIES			
PROGRAM TYPE	NEW or EXPANDED	DESCRIPTION OF PROGRAM	DATE FULLY COMPLETED
5020-ED-OUT	EXPANDED	<p>Continue to support WRAP applications and submit new applications from candidates found during waste audits, recycled content fair and Chamber of Commerce. City conducts a recognition ceremony at the Council meetings to additionally promote the WRAP awards.</p> <p>Work with Convention Center and Ontario Mills mall to enhance recycling programs and provide technical assistance to restaurants and hotels that support a racetrack in a neighboring city.</p> <p>Provide technical assistance to commercial sector to recruit more businesses to receive recycling services offered by the City.</p> <p>Chamber of Commerce mixers will be attended monthly and advertisements with Chamber will be conducted a minimum of once a quarter. City will also work with the Latino Business Council to reach out to all business segments of the community to expand our recycling potential.</p> <p>Business Newsletter Publication will be sent to all businesses annually. It will be available online and sent electronically to all businesses in our assessment database.</p>	Ongoing
7050-FR-OTH Regional Diversion Facilities	NEW	Work with Regional Diversion Facilities to provide accurate reporting each year and complete Reporting Year Disposal Tonnage Modification Request and Certification.	Ongoing
1030-SR-PMT Procurement	EXPAND	City has expanded Procurement language in the Ordinance and pushed heavily for more recycled content purchases. As a result, City is printing letterhead and business cards on recycled content paper to promote recycled-content product market.	2005
6020-PI-ORD Private Recycler Reporting and Permitting	EXPAND	City ordinance that requires all private recyclers with business licenses and permits in the City to provide reports on a monthly basis. This ordinance will be enforced through the licensing process and permitting process. The improved tracking and database methods will enhance this requirement.	2005
	NEW	Complete 2003 New Base Year Request	early 2005

#### Section V: PARIS

Office of Local Assistance staff will be reviewing your Jurisdiction's Planning Annual Report Information System (PARIS) database printout as part of the evaluation of your request. Should the Jurisdiction have updates or revisions to the program implementation from the latest Annual Report submitted to the Board, please attach to the application the Jurisdiction's PARIS database printout showing updates or revisions.

Contact your Office of Local Assistance Representative at (916) 341-6199 for a copy of PARIS, or go to the Board's website at [www.ciwmb.ca.gov/LGCentral/PARIS/](http://www.ciwmb.ca.gov/LGCentral/PARIS/).

**City of Ontario**  
**SB 1066 2<sup>nd</sup> Time Extension**  
**Section IIIA**

**IIIA-1**

The City of Ontario anticipated meeting the 50% goal with the 1<sup>st</sup> Time Extension (TE), which expired in December 2003. The 1<sup>st</sup> TE listed several program types in the Plan of Correction; the Commercial Commingled Program, Commercial Green waste Collection, Inert Recycling Collection, (all of which were expanded programs), and the Electronic Waste Recycling Program, a new program for the City. Though progress was made in implementing these program types, the City needs additional time to complete the hiring of additional staff to fully implement these programs, to allow time for the Integrated Waste Management Board to consider approval of the recently submitted Diversion Rate Study and for the City to conduct a new base year study to more accurately reflect the solid waste activities in the City.

Ontario has experienced growth at a rate that has exceeded our ability to respond and implement many of the commercial programs. For this reason, we added additional administration staff in 2004 to support the recycling programs. In addition, the City hired a contractor and added a full-time Senior Environmental Technician. Duties include full implementation of the Construction and Demolition Ordinance, conducting waste assessments and implementing the private hauler-permitting program. Since 73% of waste generation is within the commercial sector and we anticipate additional growth, successful implementation of these programs is imperative. Presently, the City is also recruiting for a Solid Waste Administrative Manager who will have direct oversight of all recycling programs.

As mentioned above, the Commercial Commingled Program expansion was implemented as a result of the 1<sup>st</sup> TE however, there were a number of barriers that prevented the full success of this program. These barriers include inadequate staffing to conduct outreach for assessments, insufficient financial incentives, the inability to compete with private recyclers that offer free service and do not report diversion tonnages to the City, and lack of interest by the businesses.

In order to address some of the barriers, the City has become more involved in the number and type of outreach activities. For instance, in 2003, 13 assessments were conducted. In 2004 however, a Contractor was hired and 70 assessments were completed. The targeted businesses included those who divert large amounts of recyclable material as well as those who may benefit from a recycling program. The City plans to continue conducting a considerable amount of assessments in 2005 targeted at high refuse generators. Preliminary efforts indicate that many businesses are doing a good job at diverting materials with some needing only fine tuning to divert all possible recyclables and many others that require extensive education regarding the City's programs. To ensure that the assessment recommendations have a better probability of being implemented, the City recently started conducting follow-up phone calls to businesses that participated in waste assessments, had received recommendations for



additional recycling opportunities or cost savings suggestions. Of course, implementation of recommended recycling programs at these businesses is often a business decision. In consideration of this fact, the City passed an additional rate change in December 2003 and again, in December 2004 to provide more economic commercial incentives for businesses to recycle. A comprehensive rate study was also kicked off in early January 2005 and enhancements to the existing economic incentives for commercial businesses will be a focal point of the study.

As mentioned earlier, private recyclers often offer free services or pay the business for their recyclable material. There are numerous recyclers that conduct this type of business in the City according to City licensing records, and their diversion records are not presently reported to the City. To overcome this obstacle, the City passed an Ordinance requiring all private recyclers to obtain a permit with the City and report diversion tonnages hauled from Ontario businesses on a monthly basis. This program is being implemented in early 2005; its results will not be fully realized until the end of 2005.

The City has also significantly increased involvement with the Chamber of Commerce in 2004 and will continue to increase its participation in 2005 as well. This interaction allows City staff to expose the "business of recycling" to many viable and active businesses in the community. Ontario is hopeful that multiple productive contacts will continue to be made. In addition, the City of Ontario has advertised the commercial recycling programs once a quarter in the Ontario Business Journal and mailed the "City of Ontario Business Newsletter" to all businesses in March 2004. A second edition is scheduled for mailing in April 2005. The publication will also be sent electronically to all businesses that have had assessments and will be available on the City's website in 2005.

As a component to the Commercial Commingled Recycling Collection program, a Commercial Select load route was also implemented. The Commercial Select load route consists of collecting refuse bins that contain significant amounts of recyclable materials and processing them at the Material Recycling Facility (MRF) for a sorting fee. During 2004, the Commercial Select load route diverted 100 tons per month which is a 30% increase from 2003. This program has been successful with the help of the solid waste collectors who were trained to identify potential high recyclable loads. Due to the positive results from this pilot program, the City will continue to expand Commercial Select loads through observation of roll-offs. In addition, the City plans to transition the majority of the current Commercial Select loads to the commingled service.

Additional efforts and modifications to Commercial Collection may include economic incentives with recycling equipment purchases and special free collection events, such as "Clean Your Files Day". The City would also consider addition of a wet/dry route if other modifications to the programs do not result in increased diversion.

The Commercial Green Waste Program also experienced barriers that prevented fully achieving program goals. These included weak economic incentives and insufficient outreach. Subsequently, the overall demand for the green waste program was low. In

order to overcome these barriers, the green waste 1.5-yard bin rate was reduced in December 2004, making it more economically feasible to separate green waste rather than mix with loads going to landfill. This material type will also be closely looked at in the rate study in order to expand bin sizes and increase economic incentives to encourage use. In addition, an education program will be initiated for over 40 multi-family complexes as well as businesses with large landscaped areas in order to eliminate the practice of contracted landscapers using commercial refuse bins to dispose of green waste.

### **IIIA-2 & IIIA-3**

Foundation work needed to begin new programs, such as adoption of Ordinances and development of program materials, has nearly been completed in late 2003 and 2004. Full project implementation will be fully realized in calendar year 2005. This work includes completing Construction and Demolition Recycling program information packets, continued coordination with the City's Building Department, training for City customer service staff who accept bin orders and a special inert Construction and Demolition rate. A long-term contract securing Construction and Demolition material processing is scheduled for City Council adoption in February 2005. The City has also done its part to separate materials generated by Public Works activities such as street maintenance and utilities work. A separate Construction and Demolition bin has been placed at the Public Works Center and City staff have been trained to separate materials appropriately.

The City's street sweeping and green waste contracts were amended in 2004 to require contractors to submit monthly data regarding the recycling of said material. The appropriate material is now processed and recycled at the West Valley MRF. The City is also working closely with the Ontario Convention Center and Ontario Mills Regional Mall to improve their recycling programs. The Convention Center will be the site of the upcoming Recycled Product Trade Show sponsored by the CIWMB.

The City continues to divert electronic waste; this was a new program in the 1<sup>st</sup> TE. The City achieved Certified Collector Status as of January 1, 2005 and has adopted a multi-year contract with an Electronics Processor.

A pilot wood waste route program was also launched in August of 2003 in an effort to meet the mandated recycling goals. Within the first six months of the program, the City collected 20 tons/month. This was increased after six months of implementation to 100 tons/month. The City anticipates that collection will increase to 150 tons/month within the next six months.

### **IIIA-4**

The City has made good progress with the programs outlined in the first time extension. It has also revealed some data errors that have misrepresented diversion numbers. These errors refer to the misreporting of land filled tonnage from a few large regional diversion

facilities located in Ontario. The misreporting has contributed substantially to increased disposal tonnage for the City. Documentation to correct these errors has been submitted to the Waste Management Board for consideration. In addition, since our original base year study in 1990, the City has added 21% to its population, a total of approximately 42,000 people. This growth will continue heavily in the next three decades as 8,069 acres of newly annexed area begins to develop. As a note, the City is sensitive to the fact that a new base year will not allow us to reach the 50% diversion goal on its own, also needed is the continued expansion of programs as committed to in the 1<sup>st</sup> TE. We are continuing that commitment. This commitment is evident in the assistance from one middle management administrative staff person (Environmental Programs Manager), a newly hired Senior Environmental Technician, and the new senior level position (Solid Waste Administrative Manager), which is scheduled to be filled in 2005, changes to City Ordinances providing more economic incentives to recycle and implementation of programs.

Despite tremendous increases in growth, the City has continued to make progress. Though program successes have not been achieved immediately, the process of implementation, evaluation and revision continues. The City is committed to achieve the 50% goal by the end of 2005.